



Agenda

Library Advisory Board Regular Meeting

Tuesday, September 19, 2023 at 5:30 PM

City Hall Conference Room - Upstairs In-Person and Via Zoom Webinar

Homer City Hall

491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

Zoom Webinar ID: 991 8847 0047 Password: 125016

<https://cityofhomer.zoom.us>
Dial: 346-248-7799 or 669-900-6833;
(Toll Free) 888-788-0099 or 877-853-5247

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

RECONSIDERATION

APPROVAL OF MINUTES

- A. Unapproved Meeting Minutes for August 15, 2023 **pg 3**

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director's Report **pg 13**
1. August 2023 Director's Report
 2. 2022 Statistics **pg 16**
 3. 2023 Statistics **Refer to Supplemental Packet**
- B. Fundraising Update - Boardmember Kuszmaul
- C. Legislative Update - Boardmember Finn

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

- A. Budget Discussions

INFORMATIONAL MATERIALS

[A.](#) Library Annual Calendar 2023 **pg 17**

[B.](#) City Manager's Report

1. CM Report for August 28, 2023 **pg 18**

2. CM Report for September 11, 2023 **pg 26**

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE BOARD

COMMENTS OF THE BOARD

ADJOURNMENT

Next Regular Meeting is **Tuesday, October 17, at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

1. CALL TO ORDER

Session 23-06, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:32 p.m. on August 15, 2023 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. A worksession was conducted on July 11, 2023. On the agenda was the Policies and Procedures.

PRESENT: BOARD MEMBERS BAILY, CARSSOW, FAIR, FINN, KUSZMAUL, MCKINNEY

ABSENT: BOARDMEMBER ASSELIN-MARTIN (EXCUSED)

STAFF: LIBRARY DIRECTOR BERRY, DEPUTY CITY CLERK KRAUSE

2. AGENDA APPROVAL

Chair Finn read the supplemental items into the record: STAFF & COUNCIL REPORTS/COMMITTEE REPORTS Item A and B Directors Report, 2022 & 2023 Statistics. Item C. Fundraising Update, Homer Foundation Quarterly Report 4/1/23 to 6/30/23 Item D. Legislative Update, Legislative Report for August 14, 2023 PENDING BUSINESS Item A. Updated Revision Library Policies Table of Contents- Alphabetical, Table of Contents Second Order Headings. Boardmember McKinney has provided notification that he must depart early from the meeting so I would like to amend the order of the items on the agenda to address Pending Business items and New Business prior to Reports and requested a motion and second.

MCKINNEY/BAILY MOVED TO APPROVE THE AGENDA AS AMEND.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

4. RECONSIDERATION

5. APPROVAL OF MINUTES

A. Unapproved May 16, 2023 LAB Minutes

KUSZMAUL/FAIR MOVED TO APPROVE THE MINUTES OF MAY 16, 2023

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

6. VISITORS/PRESENTATIONS

7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Director's Report for June 2023
Director's Report for July 2023
2022 Annual Stats – Supplemental Packet
2023 Annual Stats – Supplemental Packet

Chair Finn introduced the item and deferred to Library Director Berry.

Library Director Berry reviewed his reports in the packet and noted that the statistics were included in the supplemental packet.

There were no questions or comments from the Board.

- B. Fundraising Update – Boardmember Kuszmaul
Quarterly Report from the Homer Foundation – April 1-June 30, 2023

Chair Finn introduced the item and invited Boardmember Kuszmaul to provide the report.

Boardmember Kuszmaul provided her report that was available in the Supplemental Packet.

Library Director Berry provided a clarification on the available funding for Fiscal Year 2024.

Boardmember Kuszmaul provided an update on the status of the installation of Copper Fish on the Fish Wall.

- C. Legislative Update

Chair Finn reported that there was no legislation outstanding from 2023 and currently there is no legislation that involves libraries for 2024. She provided a lay down on the Freedom to Read Foundation. She opined that it was a very important decision and an interesting read.

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

- A. Updated Revision to the Library Policies

Chair Finn introduced the item by reading of the title and opened the floor to comments from the Board.

Board member Kuszmaul recommended amending the following:

Page 44, Item #5 Amend the term "Board" to "LAB" to be consistent throughout the document

Page 47, Under Funds, first sentence, recommended that the word “director” should be removed, details are addressed further down and there are two ways to donate and that is to the Library or the Friends of the Homer Public Library

Discussion ensued that there was a third option through the Homer Foundation and delineating the details within the first sentence when it is explained how later on in the section.

Page 51, under Joint Letter of Appreciation, advocated for further description to include nature of the gift.

Library Director Berry stated that each section is structured with the same format and he would like to keep it like that.

Boardmember Fair supported Library Director Berry intent on the formatting and recommended it stay the same.

Page 62, Collections Development, section Collection Evaluation and Collection Goals move forward to the front of the section and renamed Collection Goals and Collection Evaluation as it explains the purpose of a Collection Development Policy. IT was believed to be a good foundational statement and philosophical approach to this section.

Library Director Berry was agreeable to make that change.

Boardmember Fair stated it made sense and actually helpful.

Page 107-108, Request for Reconsideration of Materials or Programs Form, question number three on page 108, might be redundant with the first question on page 108. Opinion was expressed that these questions would elicit the same responses and by removing the third question you could provide more room for details in response to the first question on page 108.

Board member Fair commented that it may pull the same information, but really felt that it would depend so he recommended that it be left.

Boardmember McKinney agreed with Boardmember Fair.

Boardmember Carssow inquired if this would be able to be an electronic document available online, that would make it easier in responding to the questions. She also agreed with leaving both questions on the form.

Library Director Berry stated that they could have it available electronically.

Deputy City Clerk Krause provided input stating that it would be in compliance with ADA to provide the form electronically for the very reason supplied by Boardmember Carssow.

Boardmember Baily expressed concerns with page 78 of the packet 48 of the policies, regarding access to minors under 18 noting that the paragraph that he relied heavily on in weighing his vote when the books were

challenged was a provision that the Board as a whole relied upon making their decision. He believed it could be modified to provide a more concise argument if they receive future complaints. He cannot draft the language at this time that would be appropriate but believes that it could be more specific that the parent or guardian has the personal responsibility of the underage users.

Library Director Berry responded that the excerpt comes from the Computer Use and WIFI Internet Policy. The LAB would only hear material challenges not computer use challenges. He continued by stating that a lot of the language is stilted because it is being quoted directly from the Children's Internet Protection Act which the Library is required to comply with, he noted that is why "hacking" is inside quotation marks. He directed the Board to refer to page 62 of the packet, as this was the very beginning of the collection development policy, third paragraph under Intellectual Freedom, first sentence states that the responsibility of reading choices and information accessed by children rests with their parents or legal guardians not the library. He noted the remainder of paragraph dealt with the parents' authority and right to monitor their own children's reading material.

Boardmember Baily argued the difficulties in going back and forth in the policies different sections and advocated for a more concise paragraph regarding the matter.

Further discussion ensued on having the same paragraph in two places of the document as a tactical move over a technical move; the first paragraph under the section Access by Minors states that parents "must" and that is the guiding sentence, one addresses materials and one addresses computer use. It was determined to leave it as is and that this is a living document that can be changed again over time. Additional references within the document addressing children and topics related to children and there is no section as a whole that addresses children solely in the library. Further argument was made to having a better more concise location for information and policy related to minors but it was stated that throughout the document all concerns addressing minors and that the parents or legal guardians were responsible. Placement of the concise statement would be preferred to be under Access by Minors.

Library Director Berry recommended amending the first paragraph under Access by Minors section as follows: "Parents and legal guardians must assume responsibility for deciding which library resources are appropriate for their own children, and must guide their children in the use of Internet and inform them about materials they should not use."

A brief discussion ensued about not wanting to extend this topic over to the September meeting, this document will be on their February agenda for review. The Board agreed by consensus to make the amendment to the paragraph as read by Library Director Berry.

Library Director Berry then reviewed the Table of Contents provided in the Supplemental Packet. In review of the Alphabetical Table he initially thought it would be harder to read but he stated that it actually works pretty well, makes more sense. There appeared to be consensus from the Board for the Alphabetical Table of Contents instead of the Heading and Topic style Table of Contents. He had one final question, during their worksession in July there was a question on "in full" under the Complaint policy, that the LAB shall read all of the challenge materials in full." Library Director Berry stated that he removed it from the existing document but wanted to make sure the LAB was okay with that amendment.

Boardmember Fair stated that he would prefer that it remain. The document requiring the people who are responsible for removing material from the library present a thoroughness when requiring that they read the item in full.

Boardmember McKinney brought forth a scenario if there was a complaint against the Book of Genesis in the Bible and the Board would be required to read the entire Bible. Does the Board have to read a whole book when the complaint was about a specific section or chapter in the book?

Boardmember Fair countered with the example of the Color Purple and if someone filed a complaint about the section regarding lesbian stuff on pages 56-60, you could technically just read that part although it would be a shame since the whole book is a great book, but he believed it just depends. Whatever the complaint is and the nature of the complaint he believed that the LAB should address the nature of that complaint in full whether that means reading the whole thing if it's a children's book or if it's a passage in Genesis or all of the first three books of the Bible he believed that the LAB should perform the due diligence, read whatever the complaint is on the complaint form.

Boardmember Kuszmaul questioned on the form, did you read, view, or listen to the entire work or program? If not, what parts? But if the response is that they did not but the illustration on page x is too graphic, what should be done then? Do we require the complainant or patron to read the entire work before the Board entertains their complaint or do we address the part that they are complaining about? She expressed that if the LAB requires the complainant to read the entire work or book, whether they did or not, they will just report that they did.

Library Director Berry stated that if the LAB requests if the complainant has or has not read the whole book and they state that they haven't substantially weakens the complaint in his opinion, but it is still a legitimate complaint, and the LAB is justified in giving a weaker response.

Discussion continued on the following:

- Page 44 of the packet, removal of the words, "in full" removing the language as presented or amending to read, "prior to the meeting all members of the LAB will read, view or listen to the materials subject to the complaint"
- The Board should be consistent on both ends, if the complainant is required to read the whole thing, should not the board read the whole thing.
- In the interest of being thorough and in the interest of trying to diffuse as much public rage as possible the LAB's job is to be as comprehensive and in depth as it can possibly be while the process may appear to drag on for a long time and very slow but it showed that the LAB did its job.
- It is part of the Boardmembers job to read the materials in the complaint, and there is an option not to hear or accept the complaint.
- There are more willingness to think of evil and what is stopping someone from filing complaints on dozens of books and really tie up the LAB.
- The LAB has the right to set the time for review.
- The requirements of filing a complaint on numerous books or determining if the complaint is capricious

CARSSOW/MCKINNEY MOVED THAT THE WORDS "IN FULL" BE ADDED TO THE FIRST SENTENCE IN ITEM NUMBER SIX ON PAGE 44.

There was no discussion.

VOTE: NON- OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Deputy City Clerk Krause suggested amending “city clerk” in first sentence on page 44 at the top to City Clerk’s Office stating that allows any staff member assigned to the LAB to include in the packet.

The Board agreed by consensus to that amendment.

Boardmember Baily brought forward an amendment to the Table of Contents by adding a section related to the amendment made to the statement regarding Minors that was made.

Discussion ensued on where in the table of contents that it would be placed and if a new section would be appropriate then pointed out that if a new section was needed they would not be able to approve this document tonight.

The Board agreed by Consensus to add the topic under Access to Collections and Services.

Boardmember Kuszmaul requested rewriting the first sentence under Administration – Complaints, page 42 of the packet Complaints regarding Library Programs or Materials. Suggested

CARSSOW/FRIEND MOVED TO ADOPT THE POLICIES AND PROCEDURES AS AMENDED INCLUDING THE TABLE OF CONTENTS IN ALPHABETICAL FORMAT AND SUGGESTED CHANGES AS RECOMMENDED DURING THE MEETING TONIGHT.

There was no further discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Boardmembers expressed their appreciation of all the work that Library Director Berry did on the document.

Boardmember McKinney departed the meeting at 6:45 p.m.

10. NEW BUSINESS

- A. Draft 2024-2029 Capital Improvement Plan - Review & Recommendation
Memorandum from Special Projects & Communications Coordinator as backup
Memorandum LAB 23-010 from Library Director as backup

Chair Finn introduced the item and deferred to Deputy City Clerk Krause.

Deputy City Clerk Krause reviewed the Memorandum from Special Projects and Communications Coordinator Carroll on the Capital Improvement Plan process. She then turned the floor over to Library Director Berry.

Library Director Berry reviewed Memorandum 23-010 for the Board. He provided information on the repairs and renovations needed for the Library regarding siding, entrance gate to allow after hours use without staffing, and adding a meeting room, which would require a remodel to the existing footprint to the west. He also noted that the restrooms needed to be renovated as well. To include ADA Compliance in general. He will complete the two forms if the LAB is agreeable. He then mentioned that it was late in the project and letting the process play out.

Discussion on including a new project that included all items can be submitted separate from the top three or four projects selected by the Board. The Board then took turns and listed their top projects:

Boardmember Fair: A Frame Water Transmission Line, Homer Harbor Dredging and Herndon/Svedlund Streets Sidewalks

Boardmember Kuszmaul: A Frame Water Transmission Line, Slope Stabilization & Erosion Mitigation, and Homer Coastal Erosion Mitigation Projects

Boardmembers Carssow abstained.

Chair Finn: Fire Department Fleet Management and A Frame Transmission Water Line, Recommended removing the East Hill Bike Lane

Boardmember Baily: Homer Coastal Spit Erosion Mitigation and A Frame Transmission Water Line

Boardmember Baily then added comments since he had the floor on the Homer Harbor Expansion Project and expressed his opinion that the Public is not receiving all the actual information.

Chair Finn noted that the Spit Erosion Mitigation would be taken care of during the Harbor Expansion as they certainly could not do that project without fixing the Spit Road.

Boardmember Baily then responded that the Harbor projects are all interrelated to the Harbor Expansion project with doing those other projects and he opined that it will end up like Elliot Bay.

Chair Finn questioned if the CIPs would be part of Homer's contribution for the Harbor Expansion project.

Boardmember Carssow commented on the Homer Harbor Expansion project noting that the LAB is not tasked with that issue and it is the responsibility as citizens to be informed but not address it as the Board.

Chair Finn requested that the Board continued to select their top projects in priority order.

Deputy City Clerk Krause proceeded to review the projects selected:¹

- #1 A Frame Transmission Water Line - four recommendations.
- #2 Homer Spit Coastal Erosion Project – two recommendations
- #3 Fire Department Fleet Management – One Recommendation
- #4 Slope Stability & Erosion Mitigation Program – One Recommendation
- #5 Homer Harbor Dredging – One Recommendation

- B. Creation of a Library Department
Memorandum LAB 23-011 from Library Director as backup

Chair Finn introduced the item and deferred to Library Director Berry.

Library Director Berry reviewed his memorandum and provided a synopsis of the actions taken at Council level noting there has been no opposition to creating a standalone IT or Library Department. There has been some discussion and questions regarding the Community Development Department. He was asking for a motion support from the Board to create the Library Department. City Council introduced the ordinance and then postponed until September 20, 2023, there will be a worksession and will be inviting all the chairs for the advisory bodies to participate in the discussion.

FAIR/CARSSOW MOVED THE LIBRARY ADVISORY BOARD SUPPORTS THE CREATION OF A STAND ALONE LIBRARY DEPARTMENT FOR THE CITY OF HOMER.

Discussion on the previous sentiment and opposition in the beginning of the Library Director taking on IT and so hearing this is great news. Question was posed why the ordinance does not reflect the Library Department when all other departments are titled Department of Information Technology, etc. It was noted that previous historical action that changed the library from a department.

Deputy City Clerk Krause reviewed the proposed code and noted that it appeared to be trying to bring things together, it is not quite clear, she would check with the Clerk regarding this ordinance.

Boardmember Kuszmaul expressed that she would like it clarified as the Public Library throughout the ordinance since there are a number of different types of Libraries.

Library Director Berry responded that Public may be easy enough to amend, but does not recommend tinkering with the remaining document since there are so many details. He agreed that there is textual cleanup to remove contraindications.

Boardmembers noted that while Library Department was not listed under the main listing Public Library was shown and then Library department was under the subheading 2.48.050

VOTE: CARSSOW, BAILY, KUSZMAUL, FAIR, FINN

¹ The listing was provided by a Boardmember but they did not use their microphone so the recording could not be transcribed by the Clerk.

Motion carried.

11. INFORMATIONAL MATERIALS

- A. City Newsletter for August 2023
- B. LAB Annual Calendar 2023

12. COMMENTS OF THE AUDIENCE (3 minute time limit)

13. COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause expressed her appreciation for good meeting it was pretty short as she was forewarned that it would be a very long meeting.

Library Director Berry expressed his appreciation for the Board members hard work on the policies over the last year.

14. COMMENTS OF THE BOARD

Board Member Carsow complimented the Library Director on the rewrite of the policies and that he did a wonderful job. She then welcomed Deputy City Clerk Krause as the Clerk for the Board.

Boardmember Kuszmaul echoed the sentiments on a job well done to Library Director Berry and expressed appreciation that the City will be collaborating with the Museum as it has been on her mind lately and reading about the Pratt and thinking that there could be more collaboration between the Library and the Pratt as the local repository of archival history and caretakers of our culture.

Boardmember Fair expressed his appreciation on the work done by the Library Director on the Policies and welcomed Deputy City Clerk Krause noting that she has to put up with him twice a month now and as long as she is good with he is good. He then commented on the direction of a Library Department expressing that it was a great idea and he's is happy about that.

Chair Finn noted that there are a lot of connections here and its one of those things where you don't realize how good it is until it's gone. She commented on initially being unhappy with the Library Director taking on IT but it turned out really good and the Library has benefitted as well. But now he will be back and as head of the department which is a step above so it all worked out very well. My greatest quality is not patience but in this particular case I was forced to be patient and it actually ended up being really good, so a thousand thank yous for going to IT and doing what you did there and making this all happen.

She noted that she received a message from Boardmember Asselin Martin and she sent her apologies first day of school and the meeting totally slipped her mind.

Deputy City Clerk Krause added that Ms. Asselin-Martin had sent her an email explaining her absence at the start of the meeting so her absence will be excused.

15. ADJOURNMENT

There being no further business to come before the Board Chair Finn adjourned the meeting at 8:01 p.m. The next Regular Meeting is Tuesday, September 19, 2023 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK II

Approved: _____

Library Director's Report

August 31, 2023

General Notes

On Aug. 29, City Council voted to approve the revised library policies, with some slight alterations. They also approved funding for upgrading the trail surface on the Story Walk Trail, which can hopefully be completed before winter.

The proposal to create a standalone Library Department, separate from the Department of Administration, has been introduced. Council delayed discussion until a special worksession in late September.

Staff Notes

Director's meetings:

- Staff: 3
- LAB: 2
- FHL: 2
- Council: 2
- Department Heads: 5
- Other: Various IT meetings; AK Forestry Dept.; Procurement Policy review; Sister City discussion

Facility

The improved drainage in the parking lot seems to be doing its job so far.

The library has submitted three building-related projects for Homer's 2024-2029 Capital Improvement Plan: replacing the siding, installing a sliding gate at the entrance, and an engineering study for possible future remodeling.

Library Advisory Board (LAB)

The LAB meeting on Aug. 15 discussed the library policies in great depth, then voted to approve the document with some changes. The LAB also discussed the Capital Improvement Plan for 2024-2029 and prioritized certain projects for the Council's attention. Staff and the LAB also recommended including certain library-related projects in the CIP. The LAB also passed a motion in support of creating a Library Department.

Friends of the Homer Library (FHL)

The FHL board meeting on Aug. 2 considered some changes to the way donations are handled, since we no longer have the ability to recycle discards through one of our vendors. FHL also discussed logistics for a large number of events coming up between now and the end of October.

Ongoing Events

Mondays, 1:30-4:30: Knitting Club

Wednesdays, 10:30-11:00: Toddler Time

Wednesdays, 12:00-2:00: Community Defined Youth Outreach

Wednesdays, 3:30-4:30: Chess Club

Fridays, 10:30-11:30: Preschool Storytime

Fridays, 3:30-5:45: LARP

First Tuesday, 6:30-8:00: SPARC Radio Club

First Thursday, 1:00-3:00: Literary Ladies

First and Third Thursdays, 5:30-7:30: Tech Help

Second Wednesdays, 4:45-5:45: Teen Advisory Board

Third Thursday, 10:30-11:30: Radio Storytime on KBBI

Fourth Tuesday, 4:30-6:30: FHL/HPL Book Club

Tuesday following the first City Council meeting of the month, 12:00-1:00: Lunch with a Councilmember (schedule may vary depending on availability)

Special Events

- Aug. 6, TBD: Commemoration of the Hiroshima bombing features a replanting of the memorial ginkgo tree.
- Aug. 8, 11:15-12:45: OPUS.
- Aug. 8, 5:30-7:30: Guiding Growth.
- **Aug. 8, 6:30-7:30: Corky Parker, author of *La Finca*, visits the library to talk about her book.**
- Aug. 15, 12:00-1:00: Virtual author talk by Robert Jones, Jr., author of *The Prophets*.
- Aug. 21, 4:30-5:45: Make your own book club.
- Aug. 22, 11:00-12:45: OPUS.
- Aug. 23, 4:00-5:00: Virtual author talk by Cassandra Clare, author of *Chain of Thorns*.
- Aug. 29, 11:15-1:00: OPUS.
- Aug. 30, 10:00-11:00: Virtual author talk by Jeff Selinger, author of *Who Gets in and Why: A Year Inside College Admissions*.
- Sept. 4: Library closed for Labor Day.
- Sept. 5, 3:45-6:00: State Independent Living Center.
- **Sept. 8-9: Fall Book and Plant Sale.**
- Sept. 12, 6:00-7:45: Kachemak Swim Club.
- **Sept. 14, 6:00-7:00: Candidate forum for Homer assembly seat and borough mayor.**
- **Sept. 18, 6:00-7:00: Candidate forum for Homer city council.**
- Sept. 20, 10:15-11:45: Independent Living Center.
- **Sept. 26, 4:30-5:30: Zoom author visit by Margaret Willson, author of *Woman, Captain, Rebel*. This is a followup to her in-person talk on March 24.**
- Sept. 28, 6:00-7:30: Movie showing.
- **Oct. 6, 6:00-7:00: Author visit by John Messick, author of *Compass Lines*.**
- **Oct. 26, 6:30-7:30: Author visit by local writer Robert Stark, author of *Warflower*.**

Homer Public Library Statistical Summary for 2022

Date: 10-Aug-23

CIRCULATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y.T.D.
TOTAL (*Included)	11,269	10,348	12,360	11,394	9,965	11,919	12,015	13,136	11,843	11,313	10,441	10,467	136,470
*Physical Print/Audio/Video	8,788	8,085	9,856	8,940	7,892	9,717	9,620	10,614	9,583	8,849	8,267	8,163	108,374
*Other Physical items (n. 2)	93	78	80	109	76	118	122	117	101	92	73	86	1,145
*Alaska Digital Library	2,295	2,112	2,376	2,297	1,974	2,043	2,242	2,367	2,141	2,329	2,033	2,176	26,385
*Flipster e-magazines	93	73	48	48	23	41	31	38	18	25	39	22	499
*Kanopy streaming video	0	0	0	0	0	0	0	0	0	18	29	20	67
INTERLIBRARY LOANS													
Incoming (Borrowed)	59	46	20	14	21	11	18	22	11	20	32	28	302
Outgoing (Lent)	25	21	28	15	18	13	16	19	22	13	27	15	232
BUILDING USE													
Gate Count	4,929	5,120	6,573	7,613	6,719	7,675	8,905	8,794	12,042	9,628	6,919	6,570	91487
Study Rooms (# of group sessions)	102	136	145	147	269	194	160	261	222	161	174	156	2127
Study Rooms (# of people)	152	214	218	219	370	264	203	342	363	302	296	235	3178
Meeting Room (# of group sessions)	13	13	20	19	19	23	28	22	28	30	23	20	258
Meeting Room (# of people)	55	70	144	115	149	217	222	169	286	284	228	132	2071
INTERNET USE													
TOTAL (*Included)	1,414	1,683	2,053	2,265	2,396	2,995	3,383	3,678	2,399	2,035	1,827	1,700	27,828
*Wireless Internet sessions	765	951	1,147	1,389	1,560	2,075	2,348	2,548	1,488	1,242	1,176	1,039	17728
*Hardwired Internet sessions	649	732	906	876	836	920	1,035	1,130	911	793	651	661	10100
Website visits (sessions)	4,283	3,558	4,217	4,375	4,640	4,583	4,980	4,931	4,618	4,437	4,300	3,604	52,526
PROGRAM ATTENDANCE (n. 1)													
TOTAL (*Included)	1,206	1,153	1,006	1,351	1,286	997	1,154	1,285	1,250	1,324	1,003	294	13309
*Programs for Age 0-5	1130	990	914	1184	665	768	658	983	810	930	748	116	9896
*Programs for Age 6-11	15	19	8	66	329	183	213	80	170	215	137	59	1494
*Programs for Age 12-18	22	1	3	4	2	18	9	0	5	31	3	12	110
*Programs for Age 19+	32	53	49	15	10	3	78	149	143	84	90	81	787
*Programs for All Ages	7	90	32	82	280	25	196	73	122	64	25	26	1022
OUTREACH													
# Events	1	2	2	2	2	2	1	1	2	3	2	1	21
# People	6	7	11	8	8	15	6	7	12	21	10	6	117
NEW CARDS ISSUED													
City	14	12	25	27	31	40	32	39	34	21	23	22	320
Borough	20	24	33	33	21	39	34	28	31	20	18	26	327
Temporary	1	0	2	1	2	7	3	3	2	1	0	0	22
Reciprocal	0	0	1	0	3	0	1	3	4	3	1	0	16
VOLUNTEER HOURS													
# of people	60	53	56	39	39	43	46	50	48	47	72	58	611
# of hours	203	206	193	232	159	133	182	183	179	146	288	309	2413
MATERIALS ADDED													
Books	282	207	219	231	277	327	272	285	108	295	147	239	2889
Audio	3	8	33	4	46	11	9	17	1	4	7	9	152
Video	25	23	47	68	73	45	35	43	10	27	20	33	449
Serials	0	0	0	0	0	0	0	0	0	0	0	0	0
Electronic Resources	79	45	183	93	73	118	68	0	163	252	19	59	1152
MATERIALS REMOVED													
Books	168	304	543	567	531	139	272	157	270	229	329	252	3761
Audio	0	0	1	44	25	2	68	0	0	9	1	0	150
Video	0	0	0	33	131	72	0	4	1	79	116	0	436
Serials	2	0	0	0	1	1	0	4	0	1	0	0	9
Electronic Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
REVENUES DEPOSITED													
Fines/Fees/Copies	260.00	679.00	504.00	757.00	901.00	1075.00	517.20	1570.00	566.00	908.00	455.00	1378.00	9,570.20
Building Fund (151-)													0.00
Library Gifts (803-)													0.00
Endowment													0.00
Grants							7000.00	8058.00					15,058.00
TOTALS	260.00	679.00	504.00	757.00	901.00	1,075.00	517.20	8,570.00	8,624.00	908.00	455.00	1,378.00	\$24,628.20

Data not available yet or incomplete

Note 1: Program attendance includes all programs sponsored by the library or the Friends of the Library. It does not include meetings of community groups. Programs are sorted by the age of the target audience, but totals include all attendees (i.e. parents as well as toddlers, etc.)

Note 2: Other physical items includes electronic devices, kits, toys, board games, sports equipment and videogames.

LIBRARY ADVISORY BOARD 2023 Calendar

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
JANUARY	Wednesday 1/11 5:00 p.m.	Tuesday 1/17 5:30 p.m.	Monday 1/23 6:00 p.m. [Finn]	
FEBRUARY	Wednesday 2/15 5:00 p.m.	Tuesday 2/21 5:30 p.m.	Monday 2/27 6:00 p.m. [Kuszmaul]	<ul style="list-style-type: none"> • Annual Review of Library Fees, Policies, Rules & Regulations • Annual Review of Board's Bylaws • Celebration of Lifelong Learning
MARCH	Wednesday 3/15 5:00 p.m.	Tuesday 3/21 5:30 p.m.	Tuesday 3/28 6:00 p.m. [McKinney]	<ul style="list-style-type: none"> • Clerk Reappointment Notices Sent Out
APRIL	Wednesday 4/12 5:00 p.m.	Tuesday 4/18 5:30 p.m.	Monday 4/24 6:00 p.m. [Asselin]	<ul style="list-style-type: none"> • Terms Expire April 1st • Advisory Body Training Worksession • Election of LAB Officers • National Library Week, Library Workers Day, & Library Legislative Day
MAY	Wednesday 5/10 5:00 p.m.	Tuesday 5/16 5:30 p.m.	Monday 5/22 6:00 p.m. [Baily]	
JUNE	No Regular Meeting			
JULY	No Regular Meeting – Conducted Worksession on July 11th			Draft Policies Update/Revision
AUGUST	Wednesday 8/9 5:00 p.m.	Tuesday 8/15 5:30 p.m.	Monday 8/28 6:00 p.m.	<ul style="list-style-type: none"> • Library Budget Review *may not be applicable during non-budget years • Library Policies Revision • CIP 2024-2029 Draft Recommendations
SEPTEMBER	Wednesday 9/13 5:00 p.m.	Tuesday 9/19 5:30 p.m.	Monday 9/25 6:00 p.m. Volunteer?	<ul style="list-style-type: none"> • Library Card Sign-up Month
OCTOBER	Wednesday 10/11 5:00 p.m.	Tuesday 10/17 5:30 p.m.	Monday 10/23 6:00 p.m. Volunteer?	
NOVEMBER	Wednesday 11/8 5:00 p.m.	Tuesday 11/21 5:30 p.m.	Monday 11/27 6:00 p.m. Volunteer?	<ul style="list-style-type: none"> • National Friends of Libraries Week • Approve Meeting Schedule for Upcoming Year
DECEMBER	Wednesday 12/13 5:00 p.m.	Tuesday 12/19 5:30 p.m.	1/8/2024 6:00 p.m. Volunteer?	<ul style="list-style-type: none"> • Annual Review of Strategic Plan/LAB Goals

*The Board's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Board's regular meeting, under Agenda Item 8 – Announcements/ Pres



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(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: August 23, 2023
SUBJECT: City Manager's Report for August 28, 2023 Council Meeting

Safety Exercise with USCG

City public safety officials met with the Coast Guard and the State Troopers to discuss the make-up of a joint response to a mass maritime shooting event or a similar event involving an active shooter in our port area. We spoke about our respective agencies' capabilities and training. The Coast Guard highlighted the differences in responding to these events on a vessel versus in a building. The following day, our Police officers joined the Coast Guard for a walk through on the Tustumena. We appreciate the opportunity to get a thorough tour of the vessel and walk through various responses to different situations with the Coast Guard.

Code Enforcement Progress

I have been working with staff to build better processes for code enforcement within the City. In reviewing Homer City Code Chapter 5.16 for public nuisance abatement, we found that certain powers to enforce nuisance regulations can be delegated to positions within the City outside of the Police Department if the City Manager grants them in writing. To meet that standard, I have written a memo which grants the City Planner, Volunteer Fire Chief, City Engineer, and Public Works Director the authority to enforce elements of HCC Chapter 5.16.

Park Plans – Public Engagement Opportunities

Corvus Design will be in Homer on September 12th and 13th to host a variety of public meetings to gather input for the Bayview Park Plan and the Karen Hornaday Park Plan. Once times and locations are determined the information will be advertised publicly.

Hornaday Park Playground Improvements

Funded through a mix of donations from the Homer Foundation and the FY24/25 Capital Budget, the Hornaday Park Playground is getting some needed updates and repairs. The large slide and tire swing have been replaced. We are anxiously awaiting delivery of two new diggers, one of which is an accessible design, to be installed in the lower sandpit between the slide and the rope climber.

City Phone System Upgrade Complete

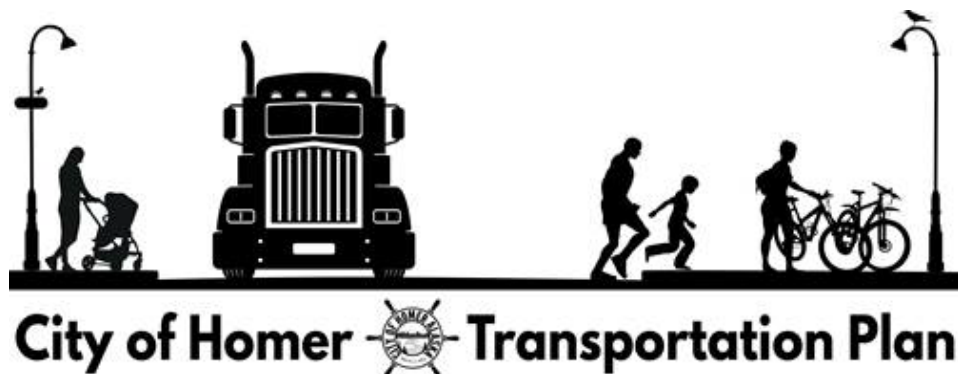
On Tuesday, August 22, 2023, IT staff completed upgrades to the City's phone system which was funded by emergency ordinance 23-38 and extended by 23-47. Upgrades entailed replacing 68 of the oldest desktop phones in use by city staff (most of those replaced were about 20 years old), as well as replacing five separate departmental call manager servers with one new Avaya call manager. These older servers were each a single

point of failure and in some cases were running on computer hardware that is over 20 years old. The new call manager resides on server infrastructure at City Hall that has redundancy built in to provide more robust levels of reliability and availability. The move to put the entire City staff on Avaya phones also means that internal calls can be made with the four-digit dialing plan across all City locations.

Transportation Plan Update

The public review draft of the Transportation Plan is out! Copies of the plan and comment forms are available at City Hall and the library, or via the City website. There will be a public presentation and open house on Tuesday, September 26th at the college, 6-8 pm. Comments on this draft will be accepted until October 10th. Thereafter, a draft with revisions based on public comment will be presented to the Planning Commission in late 2023, followed by the City Council in 2024. Council will be provided with a full project update in September.

<https://www.cityofhomer-ak.gov/publicworks/inviting-public-comment-transportation-plan-draft>



Dog Poop

I'm receiving reports from the field that an unprecedented amount of dog poop is accumulating in our parks, ball fields, and beaches. We provide numerous dog poop bag dispensers throughout the City and Parks maintenance staff cleans up what they can, but poop scooping is a personal responsibility and not a municipal service. We're considering ways to better educate the public and enforce existing regulations to reduce this public health hazard. In certain situations, up to a \$300 fine is possible under existing code, but we'd much rather folks just clean up after their dogs!

Short Term Rental Tracking

Earlier this year, the City entered into a one year agreement with GovOS to test their short term rental tracking service. Once we got past the set up and initial data collection, the program proved to not be a good fit for the City in the long run and I have terminated the agreement. The City will be refunded for the remainder of the contract. We were able to develop a better idea of the volume of short term rentals within the City. For instance, 206 units (more than double what the Borough has on file as paying sales tax) at an average rent of \$334 were tracked in June with an 80% occupancy which equates to approximately \$1,653,300 in taxable sales. Unfortunately, the connections to actual addresses for enforcement purposes were not meeting our needs. I think it is the unique challenge of rural Alaska that made this so difficult and I don't expect another vendor will perform much better. Councilmembers Aderhold and Davis have been working on this topic with me and I am looking forward to working with them to develop the next phase of action.

Summer Maintenance for Winter Trails

City staff have been working alongside our loyal crew of volunteers from Homer Drawdown to make continued improvements on our trails in town. Resurfacing of Karen Hornaday Nature Trails and Calhoun Trail have been ongoing, with some work still to be done this season. The primary goal this summer has been improving existing trails so that they are more accessible and easier to maintain in the winter time. This has also included several vegetation removal work parties as we reclaim our trails from the encroaching greenery.



Volunteer Mike Haines raking gravel while Parks Coordinator Chad Felice operates the Toolcat and Parks Technician Matt Hornaday runs the compactor on the upper section of Calhoun Trail.

Attachments:

- August Employee Anniversaries
- Memorandum dated August 17, 2023 from City Manager Granting Enforcement Powers under HCC Chapter 5.16
- Memorandum dated August 23, 2023 from Special Projects and Communications Coordinator Re: Homer Harbor Expansion Monthly Written Update
- Council Work Session Schedule



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(f) 907-235-3148

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: August 28, 2023
SUBJECT: August Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Joe Inglis	Public Works	11	Years
Kellen Stock	Police	3	Years
Rob Dumouchel	Admin	2	Years
Winnifred Wade	Police	1	Year



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Memorandum

TO: Mayor Castner and Homer City Council

FROM: Rob Dumouchel, City Manager

DATE: August 17, 2023

SUBJECT: Granting of "Department" Powers to City Planner, Fire Chief, City Engineer, and Public Works Director under HCC Chapter 5.16

City staff are attempting to refocus our efforts as they apply to issues related to code enforcement in our neighborhoods. There are existing codes which are seldom used. In using Homer City Code (HCC) Chapter 5.16 PUBLIC NUISANCE ABATEMENT as a tool, we believe that we can make an impact on the growing instances of code violations within residential neighborhoods.

HCC Chapter 5.16 includes a definition for the term "Department" in which "Department" means the Police Department or another department or division of the City designated in writing by the City Manager to have the authority, in whole or in part, to enforce the chapter. The intent of this memo is to grant the City Planner, Volunteer Fire Chief, City Engineer, and Public Works Director the authority to enforce elements of HCC Chapter 5.16.

While some nuisances are criminal in nature and require the use of police officers to manage and mitigate, others have a public health and safety aspect which can be more effectively and appropriately handled by either the Planning Division or the Volunteer Fire Department. If either official requires backup for safety purposes, that will be provided by the Homer Police Department.

Staff Recommendation: Receive informational report



MEMORANDUM

Homer Harbor Expansion Study Monthly Written Update

Item Type: Informational Memorandum
Prepared For: Mayor and City Council
Date: August 23, 2023
From: Jenny Carroll, Special Projects and Communications Coordinator
Through: Rob Dumouchel, City Manager and Bryan Hawkins, Port Director

Purpose: This memorandum provides the fifth Homer Harbor Expansion Study monthly written update to Homer City Council per Resolution 23-037.

Study Activities Update: The U.S. Army Corps of Engineers (USACE) Project Development Team has completed the Scoping Phase and successfully completed the Alternatives Milestone.

The second phase of the study is underway. USACE activities include:

- Environmental coordination with agencies; sending Tribal engagement letters and regular engagement with the Environmental Stakeholder Working Group. Next meeting is scheduled for August 23rd.
- Economic benefits analysis; developing and submitting a survey for the harbor fleet USACE approval; identifying current fleet and future with and future without scenarios.

HDR – Owner Representative Activities

- Coastal Numerical Modeling (waves, tides/storm surge, sediment transport) of existing conditions.
- Maintaining and updating project website
- Assisting USACE with future with and future without scenario designs
- Coordinating second Community meeting scheduled for Saturday, September 23, 2023 at 10 am. The event will be held at the Kenai Peninsula College Campus at 533 E Pioneer Avenue in Room P201. It will include an update from HDR and the USACE on the study and design alternatives that are moving forward, as well as the opportunity to work in small focus groups to offer input and ideas on reaching HHE Charter objectives. More information about this opportunity will be forthcoming.

USACE Project Management Plan: The USACE is still working to finalize the Project Management Plan (PMP), which defines study costs and timeline for deliverables.

- At a recent Project Development Team (PDT) meeting, the USACE informed the City that the Federal funds allocated to the study in FY23 will carry USACE activities through December 2023.
- Presently, the USACE has not secured Federal funding to continue study activities, and they are evaluating a potential pause January 2024 through June 2024, which will change the milestone dates. The USACE anticipates resuming the study in July 2024 by receiving additional Federal funding through a balance of unused funds in the USACE FY24 workplan, though this funding is not confirmed.
- While all USACE general investigation studies (GI's) are incrementally funded, it is unprecedented for a study to pause for lack of continuation funding. However, the Homer Harbor Expansion study falls into a unique cohort of new start general investigations that were funded through congressionally designated spending appropriations. The procedure for securing continuation funding for these studies in the FY24 Federal budget (either through a second federal appropriation or through inclusion in the USACE workplan) was unclear and no funding was included. It is our understanding that all new start GI's funded through FY23 Federal appropriations are in the same position.
- The USACE Colonel Palazzini will be sending a letter to officially update the City.
- City staff is working diligently to assess funding and other opportunities to keep the study on schedule and/or minimize the impacts of a delay.

The PMP also cannot be approved by the vertical team until final study cost has been calculated and agreed upon. Geotechnical activities (sampling) are a significant component expected to increase the study cost above the budgeted \$3M. The City and HDR are working with the USACE geotechnical team to bring those costs down while gathering sufficient data to support basin design assumptions which is important to mitigating risk associated with anticipated construction costs.

Communications

City staff are actively coordinating with the HDR communications team to provide outreach and public information about the study with a current focus on social media posts sharing goals of the study established in the City Council adopted Charter and have just begun promoting the September public scoping meeting.

Study information and updates are consistently being shared in the City's monthly newsletter, through social media (FB and Instagram), and on the Homer Harbor Expansion website.

RECOMMENDATION:

Informational Only.

WORK SESSION

AGENDA CALENDAR 2023

Council Meeting Dates	4:00 p.m. Worksession Topic
Monday, May 8	
Tuesday, May 22	<i>Coast Guard ws 2 5 COW @ 4</i>
Monday, June 12	<i>2023 City of Homer Salary and Benefits Survey</i>
Monday, June 26	<i>FY24/25 Capital Budget</i>
Monday, July 24	<i>HDR-Homer Harbor Expansion Alternatives Screening and Next Steps</i>
Monday, August 14	<i>HERC & Hazardous Materials Update – Economic Development Manager & Recreation Manager</i>
Monday, August 28	<i>2024-2029 Capital Improvement Plan & FY25 Legislative Priorities - Special Projects & Communications Coordinator</i>
Monday, September 11	<i>HERC – Economic Development Manager & Recreation Manager</i>
Monday, September 25	<i>Ord 23-49 Amend Title 2 & Re-Organization</i>
Monday, October 9	
Monday, October 23	
Monday, November 27	<i>Recreation</i>
Monday, December 11	
Monday, December 18 If needed	



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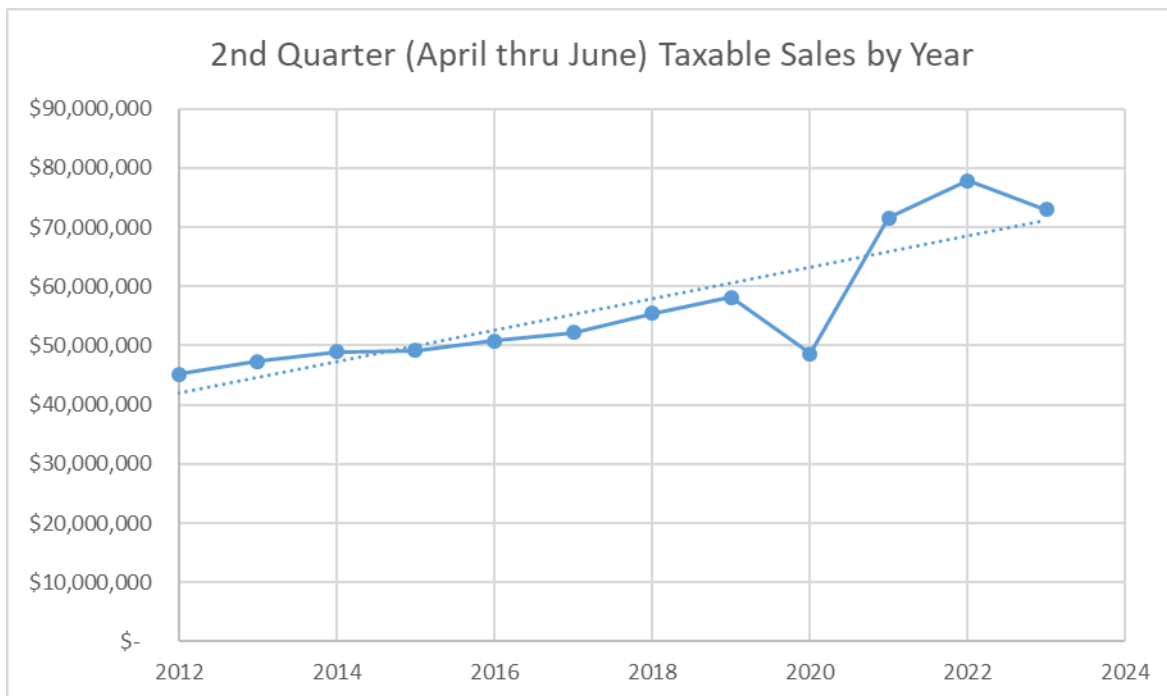
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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: September 6, 2023
SUBJECT: City Manager's Report for September 11, 2023 Council Meeting

Early Season Sales Tax Update

The second quarter of 2023 (fourth quarter of fiscal year 2023) experienced a decrease in taxable sales over the same period the year prior. This dip in revenue was experienced throughout the Kenai Peninsula Borough. While posting a year over year decrease in a quarter isn't ideal, it's important to contextualize this with the reminder that this is still the second best revenue performance for the April to June period within the history of the City of Homer. It will probably be some time before State economists explain what they believe drove the Borough-wide decline, but I see two likely contributors: 1. The poor weather this year may have been a significant impediment to in-state travelers who constitute a significant portion of our shoulder and peak season visitors. 2. The sales tax cap does more damage to revenues as inflation drives up prices and the values of individual transactions around the City.



It is worth noting that while in-person sales tax was down, remote seller's sales tax is performing well above our budget forecasts. We are also seeing increases in property tax that exceed our forecasts. If the first quarter of FY24 underperforms similarly to the last quarter of FY23, we have the benefit of the new fiscal year to

consider our course of action for the rest of the year. It's possible that performance of other revenue sources will cover the difference. If it appears like they won't, we are well positioned to make adjustments this winter.

Harbor Staff Tours the Coast Guard Cutter Aspen

Port staff including Bryan Hawkins, Amy Woodruff, Aaron Glidden, Del Masterhan, and Matt Clarke met with the Coast Guard executive staff of the Cutter Aspen on board the ship. The Port Director asked for the meeting so that we could both welcome the new ship to the port and share contact information with operations level staff at both the Port and the Cutter. We spoke about day to day operations, maintenance responsibilities for the Cutter's berth, Dock and parking area, and snowplowing/sanding. We took the opportunity to update the ship's staff on the Port Expansion project and the Small boat station project. Numbers were exchanged and faces put to names.

Short Term Rental Code

After our last meeting, I set to work creating a draft short term rental code inspired by conversations at Council meetings and in the community; existing programs in Soldotna, Seward, Juneau; and the code I worked with previously in Eureka, CA. That code has been shared with relevant staff for comments and adjustments. Once the draft has cleared that review, we will reconnect with the Council sponsors of previous short term rental actions.

Park Plans – Public Engagement Opportunities

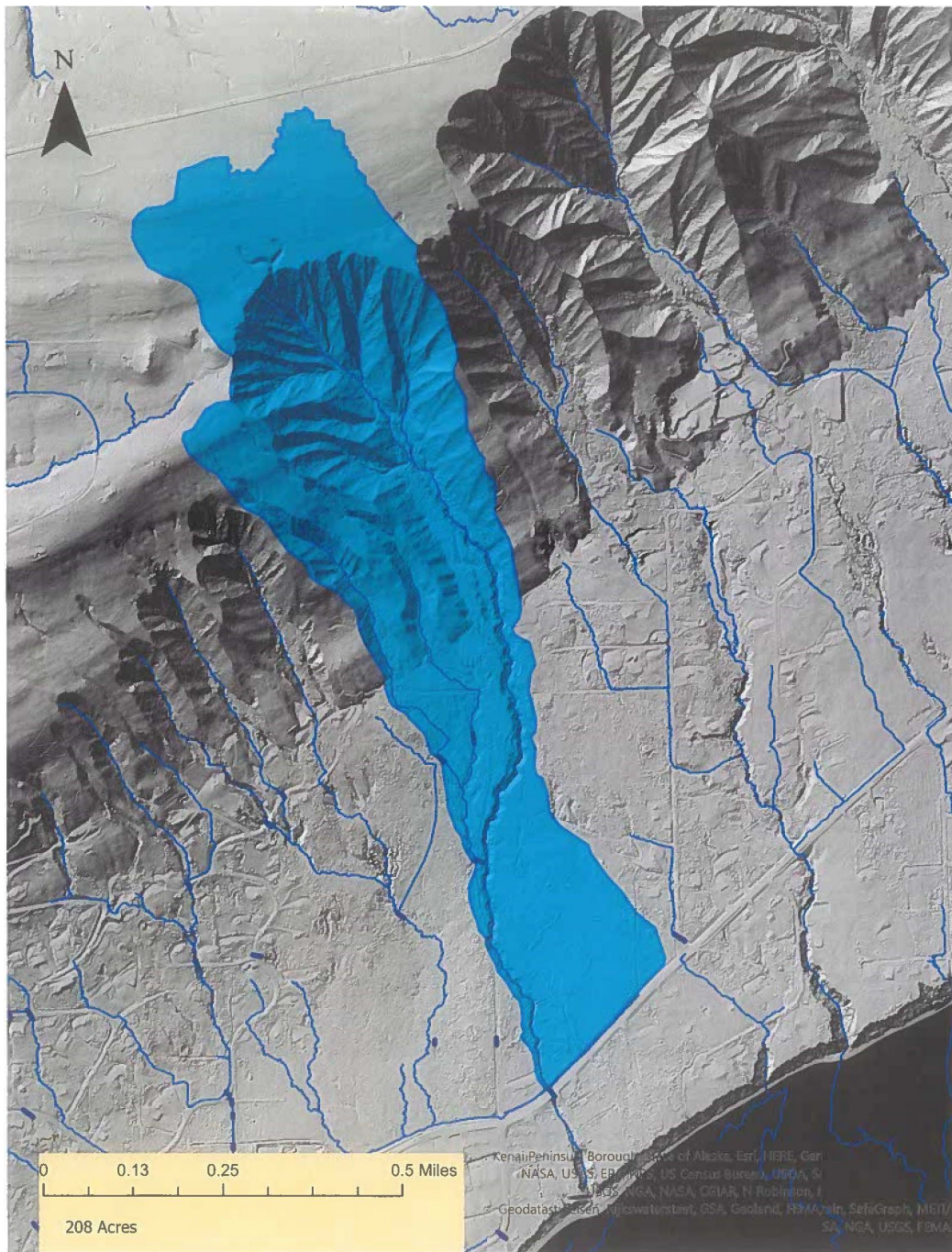
Corvus Design will be in Homer on September 12th to host public meetings to gather input for the Bayview Park Plan and the Karen Hornaday Park Plan. Council and the Public are invited to join us for a Bayview Park public forum at noon in the park, a Karen Hornaday Park public forum at 3pm in the park, and a final public forum at City Hall at 5:30pm. A flyer for the event is enclosed with this report.

East End Road Mud Flow

We recently had a lot of rain that led to a lot of mud washing across East End Road from Kachemak City into Homer. Below is an account of that event and its impacts from Public Works Director Keiser.

Last week, a mudslide surged down a steep canyon just west of the new Meadows Subdivision, in Kachemak City, and swept mud and debris-laden water over East End Road, depositing a heavy layer of silt over the road and downstream into the Bagel Shop commercial area. The AK DOT dispatched equipment to clear the road and in their haste, sheared off the top of a City of Homer manhole. They left an over 24" opening, through which mud, sticks and whatnot poured for many hours, spiking flows to Homer's Waste Water Treatment Plant with over 500,000 gallons of cold, muddy water. Todd Cook and the bacteria were not happy! Public Works used the Vactor Truck to pump out the manhole, cleared the debris, and repaired the damaged section. Meanwhile, the DOT proceeded to clear the road and restore the ditch, depositing their ditch spoils onto the Public Works' ditch spoil yard on East End Road. We agreed to allow this in an effort to restore road access as quickly as possible, with the understanding the State would remove the material, so as not to overload the limited capacity at the yard. Further, sadly, the Bagel Shop was flooded and forced to close temporarily.

So, what happened? Simply put, the heavy rain exceeded the carrying capacity of the drainage and became a "flash flood", carrying branches and even small logs down the canyon. If you look down into the canyon, which, in long stretches, is about 75' deep and over 100' across, you can see where flooding water has scoured the steep slopes as it rushed downstream.



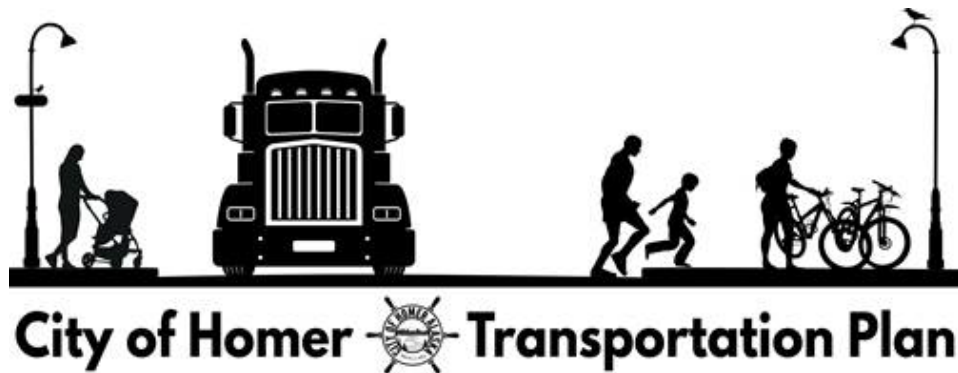
This graphic shows the stream's substantial, natural drainage area and the slope that has eroded over time. One local property owner remembers playing in the stream as a boy, over 45 years ago, and jumping across the channel. Over time, man-made devices have exacerbated the situation. For example, several smaller streams have been diverted, adding even more water to the main channel before it crosses East End Road. It is quite likely the culvert at East End Road is undersized, especially when blocked with branches and other debris.

Why does this matter to Homer? First, it's a clear example of how the State's ability to maintain its roads can adversely affect City of Homer residences and businesses. Further, there are other streams in Homer where this same situation exists; that is, where upstream development has the ability to adversely affect downstream property. As we address this in the near future, it's good to have this real life example of the importance of effective storm water management.

Transportation Plan Update

The public review draft of the Transportation Plan is out! Copies of the plan and comment forms are available at City Hall and the library, or via the City website. There will be a public presentation and open house on Tuesday, September 26th at the college, 6-8 pm. Comments on this draft will be accepted until October 10th. Thereafter, a draft with revisions based on public comment will be presented to the Planning Commission in late 2023, followed by the City Council in 2024. Council will be provided with a full project update in September.

<https://www.cityofhomer-ak.gov/publicworks/inviting-public-comment-transportation-plan-draft>



Seldovia Regional Partnership

Last year Council passed a joint resolution with Seldovia Village Tribe and the City of Seldovia (Resolution 22-082). The main goal of the resolution was to “increase collaboration and mutual benefit of each community’s residents.” On Friday, September 7th I will be traveling to Seldovia for an annual meeting with the administrators of our partner organizations to discuss regional issues and ways we can support each other. We had a similar meeting last year in September which was very productive.

Consistency of Bid Awards

At our last meeting there was a request to have a more consistent approach to how we communicate background information related to resolutions awarding bids using funds from existing appropriations. Staff has been working on developing something that will be consistent and repeatable while also answering the common questions that accompany those types of items. You should see the first steps of that in this meeting’s packet, however, be advised that it is not the final form. We’re still working on a solution that can be used as the template going forward.

Library Siding Follow Up

At our last meeting, Mayor Castner had some questions regarding the wall construction of the Library. We researched the issue and there is a watertight layer immediately underneath the siding, made of a product called WallShield. The product provides water protection, but it is not designed to withstand permanent exposure to the elements. The manufacturer notes that it “sustains six months UV and climate exposure prior to cladding installation.”

Deaccessioning of Poopdeck Trail Sign Posts

Sign posts associated with the Poopdeck Trail on Hazel are set to be removed from the trail as well as the municipal art collection due to deterioration beyond a reasonable means of conservation. This action was

supported by a motion of the Parks, Art, Recreation & Culture Commission. A memo with more information is included with this report.

Attachments:

- September Employee Anniversaries
- Parks Open Forum Flyer
- PARC Memo 23-025 Deaccessioning Poopdeck Sign
- Council Work Session Schedule



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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: September 11, 2023
SUBJECT: September Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Aaron Glidden	Port	19	Years
Ryan Browning	Police	13	Years
Tracie Whitaker	Police	9	Years
Lisa Linegar	Police	8	Years
Jakob Richter	Fire	4	Years
Charles Benson	Police	2	Years
Samantha Cunningham	Fire	2	Years
Jessica McGuire	Finance	1	Year

Bayview Park & Karen Hornaday Park

Public Forums



The City of Homer invites the public to come and discuss ongoing plans for the **Bayview and Karen Hornaday Parks**.

Public comments and questions regarding either park project are welcome at any of the three public forums scheduled. On-site planning exercises will focus on the respective park.

TUESDAY • SEPTEMBER 12 • 2023



BAYVIEW PARK PUBLIC FORUM

Location: 195 W Bayview Ave, Homer, AK 99603

Time: 12:00 PM — 1:00 PM

SCAN ME!



KAREN HORNADAY PARK PUBLIC FORUM

Location: 475 W Fairview Ave, Homer, AK 99603

Time: 3:00 PM — 5:00 PM

SCAN ME!



CITY HALL PUBLIC FORUM

Location: Upstairs Conference Room at Homer City Hall, 491 E Pioneer Ave, Homer, AK 99603

Time: 5:30 PM — 6:30 PM

SCAN ME!

For more park project information scan the QR codes or go to:

Bayview Park Project
<https://www.cityofhomer-ak.gov/publicworks/bayview>

Karen Hornaday Park Master Plan Update
<https://www.cityofhomer-ak.gov/publicworks/karen-hornaday-park-master-plan-update>

Questions?

Matt Steffy, Parks & Trails Planner
907-435-3178
msteffy@ci.alaska.ak.us



AGENDA ITEM REPORT

Deaccessioning the Poopdeck Trail Sign Posts

Item Type: Informational
Prepared For: Mayor Ken Castner and Homer City Council
Through: Robert Dumouchel, City Manager
Date: August 29, 2023
Staff Contact: Renee Krause, Deputy City Clerk II

At the June 15, 2023 regular meeting the Parks, Art, Recreation & Culture Commission made a final decision that the remaining post for the Poopdeck Trail sign were crumbling and in a state of decomposition, posed a safety hazard and should be removed.

In accordance with the adopted Policies and Procedures for deaccessioning works of art that were included in the Municipal Art Collection, City Council is to be notified by Memorandum of the decision by the Commission. Following is the excerpt of the minutes from the June 15, 2023 regular meeting:

PENDING BUSINESS

9. A. Deaccessioning the Poopdeck Trail Sign Posts

Chair Lewis introduced the item and noted that Public Works Director Keiser was not present. He noted the motion that was on the table and confirmed with the Clerk that they need to vote on that motion.

LOWNEY/ROEDL MOVED THE PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION RECOMMENDS DEACCESSIONING THE SIGN POSTS AT THE BASE OF THE POOPDECK TRAIL ON HAZEL AVENUE DUE TO DETERIORATION BEYOND REASONABLE MEANS OF CONSERVATION AND DIRECT PUBLIC WORKS STAFF TO REMOVE AND DISPOSE OF AS SCHEDULE PERMITS AND FURTHER REQUEST THE MUNICIPAL ART COLLECTION BE UPDATED AS REQUIRED.

Commissioner Archibald stated that in his conversations with Public Works Director Keiser the posts are crumbling, Parks Maintenance Coordinator Felice related that it was difficult to maintain the area.

Deputy City Clerk Krause reported that Library Director Berry would prefer to see it removed since it was a hazard.

Commissioner Fair requested clarification on the act of decommission versus deaccession.

Deputy City Clerk Krause provided clarification that deaccessioning would remove the item from the city art collection and since the posts were in a state of deterioration they would be removed and properly disposed of by Public Works.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

WORK SESSION

AGENDA CALENDAR 2023

Council Meeting Dates	4:00 p.m. Worksession Topic
Monday, May 8	
Tuesday, May 22	<i>Coast Guard ws 2 5 COW @ 4</i>
Monday, June 12	<i>2023 City of Homer Salary and Benefits Survey</i>
Monday, June 26	<i>FY24/25 Capital Budget</i>
Monday, July 24	<i>HDR-Homer Harbor Expansion Alternatives Screening and Next Steps</i>
Monday, August 14	<i>HERC & Hazardous Materials Update – Economic Development Manager & Recreation Manager</i>
Monday, August 28	<i>2024-2029 Capital Improvement Plan & FY25 Legislative Priorities - Special Projects & Communications Coordinator</i>
Monday, September 11	<i>HHE study funding and timeline status by the USACE Project Development Team</i>
Monday, September 25	<i>Ord 23-49 Amend Title 2 & Re-Organization</i>
Monday, October 9	<i>HERC – Economic Development Manager & Recreation Manager</i>
Monday, October 23	
Monday, November 27	<i>Recreation</i>
Monday, December 11	
Monday, December 18 If needed	